



Center for Educational Performance and Information

Registry of Educational Personnel Calculating the Number of Core Academic Classes Taught

The following instructions have been provided by the Office of Professional Preparation Services, Michigan Department of Education. These instructions provide guidance on how to report classes for elementary, middle and high school teachers.

The core academic classes for the Fall 2006 REP Submission include the following:

000AX Communication Arts	000DX Science
000BX Language Arts	000DA Biology
000BA English	000DC Chemistry
000BR Reading Title I	000DE Physics
000BT Reading	000DH Geology-Earth Science
000RX Social Studies	000DO Astronomy
000CA Economics	000DI Integrated Science
000CB Geography	000DP Physical Science
000CC History	
000CD Political Science	000EX Mathematics
000CX Social Science	
000FA French	000JX Music Education
000FB German	000LX Art
000FD Latin	000MH Dance
000FF Spanish	000OX Fine Arts
000ZG Elementary Education (K-5 all subjects, K-8 self-contained)	
000ZA Early Childhood	

Resource program teacher: For the purposes of the REP reporting, a resource program teacher is defined as one who provides resources and support to special education students. If the resource teacher is providing direct instruction of the core academic subjects, districts are to report the core academic subject areas.

Trimester classes: Report the number of classes taught in the first trimester in the fall submission of the REP. Report the second and third trimester classes in the end-of-year REP submission.

Self-contained classroom: A classroom is considered to be self-contained classroom when one teacher provides instruction to the same group of students for the majority (more than 50%) of the instructional day.

K-5 elementary certified teachers in K-5 assignments should each be counted as teaching ONE (1) class.

Teachers who may also be counted as teaching ONE (1) class:

- Itinerant ELEMENTARY teachers providing reading, art, music, physical education, etc., at the elementary level (regardless of the number of buildings in which they serve). If the district reports multiple assignments and buildings in the REP for an individual teacher, report one (1) class for

each building. For example, if a music teacher's assignment is reported separately in four buildings, report a one (1) for the number of classes taught for each separate building assignment.

- Special education teachers providing instruction in a self-contained classroom setting at the elementary level.
- Alternative education teachers providing instruction in a self-contained classroom setting at the elementary level.
- Kindergarten teachers assigned to morning and/or afternoon classes
- Teachers in grades 6, 7 or 8 in a self-contained classroom setting

Middle school and high school teachers providing instruction in departmentalized classroom settings are to be counted BY CLASS. If a teacher teaches more than one section of a class, each section should be counted separately. See the examples below:

- 1) A 7-12 mathematics teacher teaching these classes:

<u>Classes Taught</u>	<u>Report</u>	
• Algebra I (2 classes)	2 classes	
• Algebra II (2 classes)	2 classes	
• Freshman math (1 class)	1 class	
• Calculus (1 class)	1 class	Report 6 classes

- 2) A K-12 music teacher who teaches the following classes:

- Junior high band (1 class)
 - Music appreciation (1 class)
 - Junior high choir (1 class)
 - High school band (1 class)
 - High school choir (1 class)
- Report 5 classes**

- 3) A special education teacher assigned to a resource program and two math classes:

- Math (2 classes) **Report 2 classes**
- Do NOT report the resource assignment, where direct instruction in the core academic subject areas is not taught.

- 4) A middle or secondary special education teacher teaching core academic subject area classes to various special education populations:

- History (1 class)
 - Math (2 classes)
 - Science (1 class)
 - Language arts (1 classes)
- Report 5 classes**

- 5) A teacher teaching core academic exploratory classes regardless of the length of the classes:

- Exploratory math (2 classes)
 - Exploratory English (1 class)
- Report 3 classes**

- 6) Teachers using "block" or "flex" scheduling should be reported with the maximum number of sections for the core subjects they teach on any given day. Note: The number of classes reported may exceed the actual number of sections taught in a single instructional day.

- Monday:
4 sections of math, 1 section of English
- Tuesday:
3 sections of math, 2 sections of English
- Wednesday:

2 sections of math, 3 sections of English

- Thursday:
1 section of math, 3 sections of English
- Friday:
4 sections of math, 1 section of English

**Report 4 math and 3 English = 7
classes**

For specific questions regarding the number of classes taught, please contact the Office of Professional Preparation Services, Michigan Department of Education at 517-241-4410 or via e-mail at riedk@michigan.gov.